CAMPGROUND HOST PROGRAM

PROCEDURES FOR THE CAMPGROUND HOST POSITION

WHEN	A CAMPGROUND HOST IS NEEDED APRIL – OCTOBER. AT THE DISCRETION OF THE CAMPGROUND MANAGER, HOSTS MAY BE NEEDED DURING OTHER TIMES OF THE YEAR.
Duration	CAMPGROUND HOSTS WILL BE REQUIRED TO SERVE FOR A FOUR (4) WEEK PERIOD. EXTENDED STAYS WILL BE CONSIDERED ON A CASE-BY-CASE BASIS. IF SPECIAL CIRCUMSTANCES OCCUR, SHORTER STAYS MAY ALSO BE CONSIDERED.
VOLUNTEER SELECTION	HOSTS WILL BE SELECTED BASED ON APPLICATION AND RESUME QUALIFICATIONS. INTERVIEWS WILL BE CONDUCTED BY THE PARK, CAMPGROUND, AND GROUNDS MAINTENANCE MANAGERS.
BACKGROUND CHECK	ALL VOLUNTEERS MUST UNDERGO A BACKGROUND CHECK. THIS PROCESS WILL BE DONE ONCE A HOST HAS BEEN SELECTED. THIS PROCESS WILL BE DONE FOR ALL RETURNING HOSTS AS WELL.
CAMPING EQUIPMENT	HOSTS WILL PROVIDE THEIR OWN CAMPING UNIT, EQUIPMENT, AND PERSONAL SUPPLIES. EQUIPMENT THAT IS REQUIRED TO PERFORM DUTIES WILL BE PROVIDED BY STAFF.
Hours/Days of Work	VOLUNTEERS WILL PROVIDE SERVICE FOR FOUR (4) TO FIVE (5) DAYS PER WEEK TO INCLUDE WEEKENDS AND HOLIDAYS WITH AN AVERAGE OF 20-25 HOURS PER WEEK. HOURS AND DAYS WILL BE MUTUALLY AGREED UPON TIMES BY THE MANAGER AND HOST. CAMPGROUND HOSTS ARE "ON-CALL" TO ASSIST OTHER CAMPERS AT ALL TIMES OF THE DAY OR NIGHT.
IDENTIFICATION	A "CAMPGROUND HOST" SIGN WILL BE PLACED ON THE HOST SITE FOR CAMPER RECOGNITION PURPOSES.
CANCELLATIONS	THE FAIRFAX COUNTY PARK AUTHORITY AND/OR THE CAMPGROUND HOST HAS THE OPTION TO CANCEL FOR A VALID REASON AND REASONABLE NOTIFICATION TO THE OTHER PARTY.
TERMINATION	VOLUNTEERS MAY BE TERMINATED AND REQUIRED TO VACATE THE CAMPGROUND IF JOB PERFORMANCE IS DEEMED UNSATISFACTORY.
HOST INCENTIVES	HOSTS RECEIVE A FREE CAMPSITE IN RETURN FOR SERVICES PROVIDED. FROM THE PERIOD OF MEMORIAL DAY – LABOR DAY, HOSTS WILL RECEIVE FREE ADMISSION TO THE WATER MINE, BOATING, AND CAROUSEL. ALL VISITS MUST BE PRE-ARRANGED WITH THE CAMPGROUND MANAGER.

THE CAMPGROUND HOST VOLUNTEER APPLICATION (SEE THE FOLLOWING PAGE):

APPLICATIONS WILL BE ACCEPTED ALL YEAR BUT MUST BE RECEIVED AT LEAST THIRTY (30) DAYS PRIOR TO THE TIME YOU WISH TO SERVE AS THE HOST. PLEASE SEND YOUR APPLICATION AS WELL AS YOUR RESUME TO THE CAMPGROUND MANAGER AT THE FOLLOWING ADDRESS:

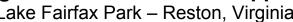
LAKE FAIRFAX PARK ATTN: CAMPGROUND MANAGER 1400 LAKE FAIRFAX DRIVE RESTON, VA 20190

OR FAX TO: 703-471-1932

OR EMAIL TO: BRANDI.RAMSEY@FAIRFAXCOUNTY.GOV



Campground Host Volunteer Application Lake Fairfax Park – Reston, Virginia





(If applying as a couple, information for BOTH must be provided)

Name:	Name:
Address:	Address:
Phone:	Phone:
E-Mail:	E-Mail:
SSN://	SSN:/
Drivers License #:	Drivers License #:
Medical/Physical conditions we should consid when assigning tasks?	Medical/Physical conditions we should consider when assigning tasks?
Have you ever been convicted of any offense/felony against the law? If yes, please explain:	Have you ever been convicted of any offense/felony against the law? If yes, please explain:
Emergency contact name and phone number	Emergency contact name and phone number:
What knowledge or skills do you possess that	t would be an asset to Lake Fairfax Park campgrounds?
Have you ever been a host at other campgrou	unds? Yes No If yes, please provide:
Park: Location:	Dates:
Park: Location:	Dates:
Please list the dates you wish to serve as the	campground host:

Will you have a pet with you? Yes No (Current	rabies vaccination certificate required, please bring a copy with you)
Type, size, length of camping equipment:	
Will you have an extra vehicle with you? Yes N	No
Are you able to perform the essential duties and ta describe the duties and tasks that cannot be performant	isks of the campground host position? If no, please rmed:
Why did you choose Lake Fairfax Park for camp h	
Please list two references that are not related to yo	Du.
1. Name	_ Phone
2. Name	Phone
Please read and sign below. If applying as a coup	le, BOTH must read and sign.
I and	certify that the information
I, and on this application is true and complete to the best incomplete answer may be grounds for termination	
• • • • • • • • • • • • • • • • • • •	mpensation and are not considered employees of irfax County does not provide Worker's coverage for volunteers.
 Fairfax County Park Authority employs 	s a screening process for all volunteers. o a Background Investigation. Acceptance as a
	anteed. All volunteers serve at the discretion of
Applicant's Signature:	Date:
Applicant's Signature:	Date: